



City of NORFOLK

C: Robert J. McCabe, Sheriff

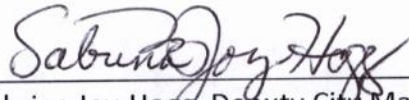
To the Honorable Council
City of Norfolk, Virginia

August 25, 2015

From: Robert J. McCabe, Sheriff

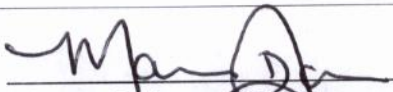
Subject: Special Revenue
Appropriations for the Sheriff's
Community Corrections Program

Reviewed:


Sabrina Joy-Hogg, Deputy City Manager

Ward/Superward: Citywide

Approved:


Marcus D. Jones, City Manager

Item Number:

R-19

I. **Recommendation:** Adopt Ordinance

II. **Applicant:** Norfolk Sheriff's Office

III. **Description:**

This agenda item is an ordinance appropriating funds in the amount of \$675,000 for the Norfolk Sheriff's Office Community Corrections Program. This provides the necessary revenues and expenditures to support the activities for 2015-2016 (FY16).

IV. **Analysis**

This is a continuation project involving the Community Corrections Program as recommended by the Sheriff. The ordinance provides for the continuation of funding for Sheriff's positions in the following programs: 1) The Electronic Monitoring Program which provides the Courts a sentencing alternative for non-violent offenders. Offenders are assessed fees (under state code 53.1-131) to support the program's expenses; 2) The Inmate Work Force Program which provides inmate labor crews for contract work and free labor for City projects, e.g., grass mowing, trimming of trees and shrubs and subsequent debris removal, and litter removal for Scope, Harbor Park and non-profit agencies; and 3) The Work Release Program which places eligible nonviolent inmates in paying jobs in the community. User fees collected offset expenses of the program. A total of twelve (12) staff positions support these programs.

V. **Financial Impact**

There is no fiscal impact to the Sheriff's Fiscal Year 2016 General Fund budget.

VI. Environmental

N/A

VII. Community Outreach/Notification

Public notification for this agenda item was conducted through the City of Norfolk's agenda notification process.

VIII. Board/Commission Action

N/A

IX. Coordination/Outreach

This letter and ordinance have been coordinated with the Norfolk Sheriff's Office, the Office of Budget and Strategic Planning, and the City Attorney's Office.

Supporting Material from the Sheriff's Department:

- Ordinance

Form and Correctness Approved: *JEP*By *Jack E. Cloud*
Office of the City Attorney

Contents Approved:

By *Robert J. McCall*
DEPT. Sheriff

NORFOLK, VIRGINIA

Pursuant to Section 72 of the City Charter, I hereby certify that the money required for this item is in the city treasury to the credit of the fund from which it is drawn and not appropriated for any other purpose.

\$ 675,000.00 2275-6-8216-8922
Christine Donaghy Account
 Director of Finance Date 7/13/15

ORDINANCE No.

AN ORDINANCE APPROVING THE ACCEPTANCE OF RECEIPTS FROM A SPECIAL REVENUE PROJECT, THE SHERIFF'S COMMUNITY CORRECTIONS PROGRAM, APPROPRIATING SIX HUNDRED SEVENTY FIVE THOUSAND DOLLARS (\$675,00.00) FOR FISCAL YEAR 2016, AUTHORIZING THE EXPENDITURE THEREOF BY THE SHERIFF, AUTHORIZING THE SHERIFF'S CONTINUED EMPLOYMENT OF TWELVE (12) PERSONS FOR THE PROGRAM AND PROVIDING FUNDS FOR THEIR SALARIES AND BENEFITS.

- - -

BE IT ORDAINED by the Council of the City of Norfolk:

Section 1:- That the sum of Six Hundred Seventy Five Thousand Dollars (\$675,000.00) in funds generated by the Sheriff's Community Corrections Program (Work Release, Inmate Work Force and Electronic Monitoring) is hereby accepted and appropriated if and when it is received from the Sheriff, all funds to be used for fiscal year 2016 to meet jail support and other capital needs as approved by the City Manager upon the recommendation of the Sheriff.

Section 2:- That the City Manager is hereby authorized to continue to fund the salaries and benefits of twelve (12) positions in the following job classifications in the Community Corrections Program, the positions having been previously created and filled by the Sheriff. Such positions shall not be City positions and the persons appointed by the Sheriff to fill them shall not be City employees. All such positions shall be Sheriff's positions; all employees appointed to them shall be employees of the Sheriff, and they shall receive such salary and benefits as may be determined by the Sheriff, the State Compensation Board and/or by the laws of the Commonwealth of Virginia. All rights that such employees may have pursuant to their appointment, such as membership in the Virginia Retirement System, shall only accrue from the Sheriff's lawful action and their status as the Sheriff's employees. The assignment of class

titles, position numbers and plan/code designations to these positions is for administrative purposes only and in no way indicates City employment.

Norfolk Sheriff's Office

<u>No.</u>	<u>Class Title</u>	<u>Position No.</u>	<u>Plan/Grade</u>
6	Deputy Sheriffs	0716, 0717, 0722 7232, 8502, 8503	SHF 002
1	Family Services Worker II	7762	1/11 (7/1/14) 1/12 (1/8/15)
5	Secretary I	0715, 0718, 0720 5890, 6026	SHC-3

Section 3:- That this ordinance shall be in effect from and after its adoption.

NORFOLK SHERIFF'S OFFICE		SR #		
COMMUNITY CORRECTIONS DIVISION		ORDINANCE #		
TITLE: COMMUNITY CORRECTIONS				
FY 16 BUDGET				
OBJECT	DESCRIPTION			
CODE				
5110	SALARIES	420,259		
5140	F.I.C.A.	32,151		
5142	HOSPITALIZATION	67,936		
5148	GROUP LIFE INSURANCE	11,767		
5150	RETIREMENT	49,339		
5211	REPAIRS - PORTABLE EQUIP.	9,000		
5217	REPAIRS - AUTOMOTIVE	29,440		
5232	SUPPLIES - OFFICE	2,000		
5238	SUPPLIES - DRUG TEST & COUNSELING	7,000		
5239	SMALL TOOLS	2,000		
5411	EQUIPMENT - PORTABLE	15,000		
5412	EQUIPMENT - AUTO	27,108		
5415	EQUIPMENT - HOUSEHOLD	2,000		
	TOTAL EXPENSES	675,000		

NORFOLK SHERIFF'S OFFICE			TITLE: WORK FORCE					
COMMUNITY CORRECTIONS DIVISION								
FY 16 PAYROLL BUDGET								
			5110	5140	5142	5150	5148	
LAST NAME	FIRST NAME	CP#	SALARY	F.I.C.A.	INSURANCE	RETIREMENT	GROUP	
Allen	James	8502	37,898	2,899	5,665	4,449	1,061	
Kent	Xavier	8503	35,302	2,701	5,665	4,144	988	
Chade	Christan	722	35,302	2,701	5,665	4,144	988	
Bean	K	718	36,972	2,828	5,665	4,341	1,035	
VACANT		717	34,058	2,606	5,643	3,999	954	
McInnis	Tanula	716	35,302	2,701	5,665	4,144	988	
VACANT		7232	33,638	2,573	5,643	3,950	942	
TOTAL PR & FRINGES			248,472	19,009	39,611	29,171	6,956	
ROUND TO NEAREST \$ 500								

[illegible]

[illegible]